



Weare Public Library

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Board of Trustees

Paul Marsh, Chairman
Susan Morin, Treasurer
Robert Pare', Secretary
Phillip Holmes, Alternate
Lee Marcroft, Alternate

Christine Hague, Director

-- APPROVED MINUTES --

Minutes

Board of Trustees Meeting

Thursday, September 4, 2014

Present: Trustees Chairman Paul Marsh, Trustees Treasurer Susan Morin, Trustees Secretary Robert Pare', Alternate Lee Marcroft and Library Director Chris Hague.

The meeting was called to order at 6:35 pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes from August 1, 2014 were reviewed. Treasurer Susan Morin proposed the following changes. Line #2 to read books instead, Line 3 change computer supplies from \$1300.00 to \$700.00, Line #4 not buy it now button added. Treasurer Susan Morin proposed the amendments and Secretary Robert Pare' seconded the motion. Susan Morin to accept minutes as amended, Chairman Paul Marsh seconded. All present were in favor. The amended meeting minutes for August 7, 2014 were accepted.

Public Session to accept funds:

A public hearing came to order at 6:39 pm, per RSA 202-A 4 c. The hearing was held to accept \$186.94 in funds from income generating equipment, donations and other income (see attached table), to be placed in the appropriate funds. All Trustees were in favor of accepting the funds. The public hearing ended at 6:41 pm.

Director's Report:

The Director's Report for the month of August, 2014 was reviewed. Director Chris Hague presented data of past month's operations, circulation activity, and staff development. The friends of the library grossed \$1988.50 at their book and bake sale. The floor work scheduled for August 29 did not materialize due to contractor conflicts so another date will be scheduled.

Summer reading program and coffee time was well attended. Along with the yoga class and book discussion. The Foundation can now accept tax deductible donations. Two major issues with Overdrive came up. A lot of staff time was spent trouble shooting the problem.

A direct mail survey created by Cushing Information Consultants is almost ready to be sent to the printer.

Old Business:

1. The public survey was accepted by the Trustees as is. Mailing is expected to be in September. Once collected Cushing Information Consultants will report findings.

2. Director Chris Hague discussed the door counter issue. After reviewing the choices, a decision was made to purchase one that would best work for the Library.

3. For capital improvement the Trustees are requesting \$15,000.00 for the purpose of hiring a professional consultant. The first stage of the library development project. There has been a shift in demand of public access to computers and how the children's room is used. The last library expansion occurred in 1991. Since then the population has grown and the volumes of items circulated has increased. The \$15,000.00 could obtain necessary consultants to write a clear building plan and define our strategic goals for next years to come.

The Master Plan stated that by 2010 the library would need added personnel, hardware and software to meet the needs of an increase in the population. Director Chris Hague provided literature about the consultant costs, information on the children's room and Weare Public Library Time line.

New Business:

The Town's Master Plan was last updated in 2004. A discussion with Director Chris Hague and Trustees helped provide the future of the Library in the updated Town Master Plan. A list was provided by Director Chris Hague to all Trustees present. Included in this was a long range plan for facilities needs. Building air quality was discussed and Director Chris Hague handed out Heating and Ventilation a Library Guideline. After reviewing this a discussion took place about a problem between personnel and their different views about the air quality. Nothing was determined on the course of action to be taken. A follow up review of the problem will be provided.

No further business to discuss, Chairman Paul Marsh moved and Treasure Susan Morin seconded, Secretary Robert Parey to adjourn the Trustees meeting. All voted in favor 3-0-0. Meeting adjourned at 8:56 p.m.

ATTACHMENT: HEARING TO ACCEPT FUNDS:

WEARE PUBIC LIBRARY
Hearing to Accept Funds
August 7, 2014

SOURCE	DESIGNATION	AMOUNT
Donations	books, supplies	\$64.94
Replace card	books, supplies	\$8.00
Income generating equipment	books, supplies	\$114.00
James/Jennifer Walker	Memory of Alicia Walker	\$25.00
TOTAL:		\$186.94

Grand Total	\$186.94
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Next meeting is first Thursday of October 2, 2014
Respectfully submitted,
Robert Parey Secretary

